



# Adding a Highway Use Fee Account

returns and filing options, login with your Connecticut Registration Number.

- > New Business/Need a CT Registration Number?
- > Make a Bill Payment
- > Apply/Renew Tax Exemption Form
- > File Returns/Extension

- > Make a Bill Payment, Estimated Payment, or Return Payment
- > File Returns/Taxes
- > File an Extension
- > Where's my Refund?
- > Upload Earned Income Tax Credit (EITC) Documents
- > File your Earned Income Tax Credit (EITC) Protest
- > View Tax Calculators

- > Taxpayer Service Center Homepage (TSC)
- > myCTREC - Connecticut Real Estate Conveyance Tax Electronic Filing
- > EITC Information







The data you see in this tutorial is completely fictitious. It was made for instructional purposes only. Any resemblance to a real person or business is completely coincidental.

> View Tax Calculators



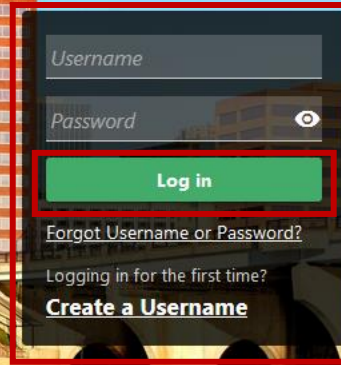





**Note:** This tutorial is intended for taxpayers with myconneCT profiles, already registered for IFTA or Motor Carrier with the Connecticut Department of Revenue Services (CT DRS). If you have not registered for IFTA or Motor Carrier with CT DRS, or do not have a CT Registration Number, see the Registering for Highway Use Fee tutorial on the [myconneCT Tutorials](#) page.







Username

Password 

**Log in**

[Forgot Username or Password?](#)

Logging in for the first time?

**Create a Username**

Enter your username and password, then click the **Log In** button.

### Businesses

Register a new business, file returns and make payments without creating a myconnectCT username. Available forms to file non-logged on include: Attorney Occupational Tax, Estate and Gift Tax, and Controlling Interest Tax. For other returns and filing options, login with your Connecticut Registration Number.

- > [New Business/Need a CT Registration Number?](#)
- > [Make a Bill Payment](#)
- > [Apply/Renew Tax Exemption Form](#)
- > [File Returns/Extension](#)

### Individuals

Individuals can make payments and file certain forms without logging in. Click on a link below for more options. DRS recommends you create a username for all filing transactions.

- > [Make a Bill Payment, Estimated Payment, or Return Payment](#)
- > [File Returns/Taxes](#)
- > [File an Extension](#)
- > [Where's my Refund?](#)
- > [Upload Earned Income Tax Credit \(EITC\) Documents](#)
- > [File your Earned Income Tax Credit \(EITC\) Protest](#)
- > [View Tax Calculators](#)

### Additional Resources

Shortcuts to other DRS resources

- > [Taxpayer Service Center Homepage \(TSC\)](#)
- > [myCTREC - Connecticut Real Estate Conveyance Tax Electronic Filing](#)
- > [EITC Information](#)





Not seeing what you're looking for? Click the 'More...' tab for other options such as updating names, addresses, and viewing correspondence.

## CT MOVING, LLC

101902078000

800 MAIN ST

EAST HARTFORD CT 06108-3141

Welcome, Aaron Green

You last logged in on Sunday, Nov 20, 2022 3:21:33 PM

[Manage My Profile](#)

[Summary](#) [Action Center](#) [Settings](#) [More...](#)

Filter

### Motor Carrier Decals

CT MOVING, LLC

800 MAIN ST

EAST HARTFORD CT 06108-3141

### Account

Account ID: 0108933582

CT Registration No: 101902078000

Balance

**\$0.00**

[Order Motor Carrier Decals](#)

Once you are logged in, the Summary tab is displayed. Click the **More...** tab.





Locate the **Taxpayer Updates** group and click the **Add Additional Accounts and Locations** hyperlink.

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[Manage My Profile](#)

[Summary](#) [Action Center](#) [Settings](#) [More...](#)



### Submissions

Submissions are items you have submitted online for processing. Common examples include returns and payments.

- > [Search Submissions](#)
- > [Manage Payments & Returns](#)



### Taxpayer Updates

Update my taxpayer information.

- > [Manage Names & Addresses](#)
- > [Add Additional Accounts and Locations](#)
- > [Close Accounts](#)
- > [Add/Update Officers](#)
- > [Reopen Accounts](#)



### Correspondence

View electronic messages or letters I've received from the agency.

- > [View Messages](#)
- > [View Letters](#)
- > [Send a Message](#)
- > [Request Status Letter - Business Taxes](#)



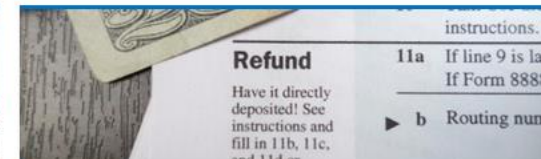
### File 1099-MISC

Submit 1099-MISC or 1099-NEC and associated CT-1096.



### Penalty Waiver

Penalty Waiver



### Report missing business refund

Report missing, lost, or stolen refund



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## Add Additional Accounts and Locations

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### Add Additional Accounts and Locations



Instructions

#### Add Additional Accounts and Locations

This can be used to register for new locations and accounts. This includes adding accounts on existing locations as well as adding new locations with accounts.

Cancel

Save Draft

< Previous

Next >

Review the Add Accounts and Locations information, then click **Next**.



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## Add Additional Accounts and Locations

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### Add Additional Accounts and Locations



Instructions



Registration Reason

#### Registration Reason

- ☒ Registering for additional accounts
- ☐ Opening a new location

Cancel

Save Draft

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Next >

Select *Registering for additional accounts*, then click **Next**.





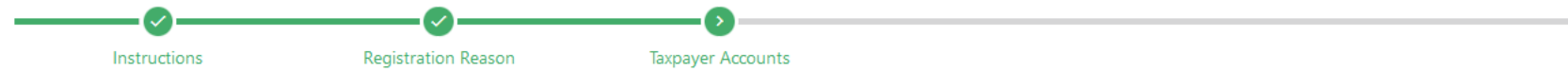
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## Add Additional Accounts and Locations

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### Add Additional Accounts and Locations



#### Select the account type(s) you would like to register for

- ☐ Corporation Business Tax
- ☐ Income Tax Withholding
- ☐ Motor Vehicle Fuels Tax, Heating Fuels Distributor, and Petroleum Products Gross Earnings Tax
- ☐ Pass-Through Entity Tax
- ☐ Truck Fuel Decals (IFTA / Motor Carrier)
- ☐ Highway Use Fee !  
As of November 15th 2022, you must also register for Highway Use Fee if you are registering for IFTA or Motor Carrier
- ☐ Unrelated Business Income Tax

Cancel

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If you are registered for either IFTA or Motor Carrier, you are also required to register for the Highway Use Fee account type.



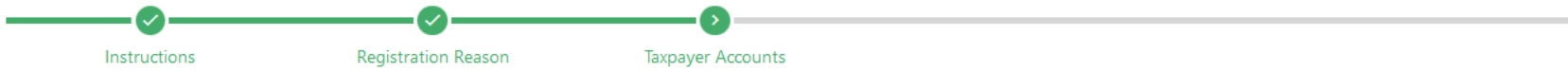
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## Add Additional Accounts and Locations

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- ☐ Income Tax Withholding
- ☐ Motor Vehicle Fuels Tax, Heating Fuels Distributor, and Petroleum Products Gross Earnings Tax
- ☐ Pass-Through Entity Tax
- ☐ Truck Fuel Decals (IFTA / Motor Carrier)
- ☒ Highway Use Fee
- ☐ Unrelated Business Income Tax

Cancel

Save Draft

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Next >

Check the Highway Use Fee check box and click **Next**.





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## Add Additional Accounts and Locations

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### Add Additional Accounts and Locations



#### Highway Use Fee

Date you will begin operating vehicles in Connecticut that are required to pay the Highway Use Fee

01-Jan-2023



USDOT Number

23984290

Cancel

Save Draft

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Next >

Enter the date you will begin operating vehicles that require you to pay the Highway Use Fee and the USDOT Number. Click **Next**.



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## Add Additional Accounts and Locations

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### Add Additional Accounts and Locations



#### Fee summary

There are no fees for this registration

Cancel

Save Draft

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Next >

Review the Fee summary information, then click **Next**.





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## Add Additional Accounts and Locations

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### Add Additional Accounts and Locations



#### Declarations

I declare under penalty of law that I have examined this application and, to the best of my knowledge and belief, it is true, complete, and correct. I understand that the penalty for willfully delivering a false application to DRS is a fine of not more than \$5,000, or imprisonment for not more than five years, or both.

##### Sign Here

Authorized signature (name)

Aaron Green

Title

Owner

Date

20-Nov-2022

Cancel

Save Draft

< Previous

Submit

Complete the Declarations section by entering your signature (name) and title, then click **Submit**.



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## Confirmation

### Thank you for registering with the Connecticut Department of Revenue Services.

Your submission to **register for additional accounts** has been received. Upon approval, you will be informed via the email address you supplied.

Please print this page and save the confirmation number below for your records.

- **Confirmation Number:** 0-000-050-006
- **Submitted Date and Time:** 11/20/2022 3:42:50 PM
- **Amount Paid:** \$0.00
- **Added tax accounts:**
  - Highway Use Fee

To access this submission in the future, please go to the Summary screen, then click on More..., then Submission.

If you have any questions or concerns, please "Send a Message" using the "Messages" feature within the **myconneCT** application.

**Connecticut Department of Revenue Services reserves the right to require verification of any information that was entered and may request certain information from you at a later date.**

Printable View

OK

Upon successful submission of your registration, you will be directed to a Confirmation page.

You may click the **Printable View** button to view and print a copy of your temporary permit.





[Click here](#) for more tutorials!

Estate and Gift Tax, and Controlling Interest Tax. For other returns and filing options, login with your Connecticut Registration Number.

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transactions.

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